



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 024-19FFC

TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2019 June 6

CONTRACT AWARD – ORAL HEALTH SUPPLIES

Recommendation

It is recommended that the Finance & Facilities Committee receive Report No. 024-19FFC re: “Contract Award – Oral Health Supplies” for information.

Key Points

- A tender for the supply and delivery of dental supplies was issued on March 13, 2019.
- Seven bids were received prior to the closing date of March 27, 2019.
- The contract term is two years, commencing June 1, 2019, with an option to renew for a third year.
- The contract value is estimated to be \$55,000 and represents a 19.32% cost decrease from the previous contract.

Background

The previous contract was issued in 2016 for 107 items on the clinical supplies list. The contract was awarded to Henry Schein Canada Inc. for a two-year term with an optional third-year renewal, which was executed for the 2018 year. The Middlesex-London Health Unit currently purchases dental supplies from several vendors with only one vendor providing firm pricing for the contract period.

2019 Request for Quote

On March 13, 2019, the Health Unit issued a request for quote for supply and delivery of dental supplies on biddingo.com, an online bid publishing and bid document distribution portal.

Seven submissions were received. Six complete bids were received prior to the closing date and time; one submission was non-compliant. Vendor bids were reviewed by procurement staff to determine if they were compliant with the terms and conditions of the bid document and analyzed to calculate product cost, cost savings, and value-added services.

Conclusion

Based on the results of the quote process, it is recommended that four contracts be awarded for supplies based on cost and product evaluation, each being two years in duration with the option to renew for one additional year. The vendor list is itemized below, with percentages indicating the relative contract values. More detail is available in [Appendix A](#).

- 1) Henry Schein Canada Inc. (68%)
- 2) Medical Mart Supplies (18%)
- 3) McArthur Medical Sales Inc. (8%)
- 4) Colgate Palmolive (6%)

The new contracts represent a cost decrease of 19.32 % from the previous year, based on a partial products match for the vendor with most usage in 2018 (Henry Schein Canada Inc.). More specifically, of the 62 items on the 2016 quote, 23 currently remain required. The change in product mix is mainly related to the discontinuation of certain materials.

This report was prepared by the Procurement and Operations Team, Healthy Organization Division.



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